TO: District and Charter Holder Test Coordinators

FROM: Paul S. Young, Ed.D., Education Program Administrator

SUBJECT: Interpolated Norms for Stanford 9

DATE: November 27, 2001

The allowable window for the administration of The Stanford Achievement Test, Ninth Edition is March 15 – May 1 [A.R.S. § 15-741 (A)(3)]. Students who take the Stanford 9 must have had at least 136 days of instruction and no more than 160 days of instruction prior to the date scheduled by the district/charter school for the test in order to be comparable to the norm group. Districts and charter schools should select dates for the administration of the Stanford 9 that allow students at least 136 but not more than 160 days of instruction.

We realize, however, that some schools, such as those using an alternative calendar (i.e. year-round) may not be able to schedule the Stanford 9 within the guidelines. If you cannot schedule the administration of the Stanford 9 within the allowable window and provide the required number of days of instruction prior to testing, you must notify the Department that you will need interpolated norms. "Interpolated norms" mean that Harcourt statistically adjusts the norm so the comparison is fair and accurate for students who had a different number of school days than the actual norm group. There is no charge for this service. Please use the enclosed form to request interpolated norms. Return the completed form to the Department of Education at the address below on or before **Friday, December 21, 2001**.

Return the enclosed form to:

Paul S. Young, Ed.D.
Arizona Department of Education
1535 W. Jefferson, Bin 6
Phoenix, AZ 85007

REQUEST FOR INTERPOLATED NORMS

District Name _____ *Entity ID Number _____

**NAME OF SCHOOL (SITE)	* BUILDING ID NUMBER	DAYS OF INSTRUCTION

*The Entity ID and Building ID numbers can be found at http://www.ade.state.az.us/edd/ or you may also call Paul Young at 602-542-5031.

** List the names and building numbers of the schools in your district that will require interpolated norms. Please use the complete name of the school, i.e., use David C. Lincoln Elementary, not Lincoln Elementary.